

DRAFT

RAYMOND SCHOOL BOARD
MINUTES OF MEETING
FEBRUARY 7, 2008

I. CALL TO ORDER: The meeting, which was held in Room 101 of Raymond High School, was called to order at 6:35 PM by Chairperson John Harmon. Present were School Board Members John Harmon, Julie Hazell-Felch, Diane Naoum, and Christina Vogel. Also present were Superintendent Michael Shore and Business Administrator Ronald Brickett.

II. PROOF OF POSTING: The board noted from the return of posting submitted by Mr. Harmon that this meeting had been properly posted.

III. NON-PUBLIC SESSION: MOTION: Diane Naoum moved, seconded by Julie Hazell-Felch, that the board enter into non-public session under RSA 91-A:3,II.(c) - "Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting" – to discuss two confidential matters. Upon the board members being individually polled, the motion was voted unanimously in the affirmative by Diane Naoum, Julie-Hazell Felch, Christina Vogel, and John Harmon. The board entered into non-public session at 6:35 PM and resumed public session at 7:01 PM. Other than the vote to terminate non-public session, resume public session, and seal the minutes of this non-public session, which was moved by Diane Naoum, seconded by Christina Vogel, and upon the board members being individually polled, was voted unanimously in the affirmative, two consensus were arrived at during this non-public session.

IV. PLEDGE OF ALLEGIANCE: Everybody in attendance at the meeting stood and recited the pledge of allegiance to the flag.

V. PUBLIC INPUT: There were no members of the public in attendance at this meeting.

VI. BUSINESS

VI.A. 2008-2009 Calendar

Mr. Shore discussed with the board the district's proposed calendar for the 2008-09 school year, during which he stated the following: The membership of the Raymond Education Association has the opportunity to have input into this proposed calendar. Some days on the calendar are called early dismissal days, rather than early release days. There is also more clarification in gray print on the sides of each month indicating the days on which there will be two-hour delays for students and when quarterly progress reports will be issued.

After the board discussed this matter, MOTION: Christina Vogel moved to accept the calendar for the 2008-09 school year as proposed by Mr. Shore, with the exception of the following two-hour delays for students due to teacher in-service programs:

DRAFT

RAYMOND SCHOOL BOARD
MINUTES OF MEETING
FEBRUARY 7, 2008
PAGE 2

Tuesday, October 14, 2008
Monday, April 6, 2009
Monday, May 11, 2009

and that the remaining teacher in-service days be eliminated. Mrs. Naoum seconded this motion for discussion purposes.

Mrs. Hazell-Felch stated the following: She thinks that training time is very important for teachers, but that time cannot be taken away from students and parents. Upon Mrs. Vogel's questioning, Mr. Shore responded that early release dismissals are held at 12:10 PM, 12:40 PM, and 1:10 PM on those three dates. Mrs. Naoum stated that she agrees with Mr. Hazell-Felch's comment.

The motion on the floor – “to accept the calendar for the 2008-09 school year as proposed by Mr. Shore, with the exception of the following two-hour delays for students due to teacher in-service programs:

Tuesday, October 14, 2008
Monday, April 6, 2009
Monday, May 11, 2009

and that the remaining teacher in-service days be eliminated” – was then voted. As a result of this vote, the motion failed to pass with Mrs. Naoum, Mrs. Hazell-Felch, and Mr. Harmon voting in the affirmative and Christina Vogel voting in opposition.

Mrs. Naoum stated that she would like to find a more corrective way to coordinate in-service times between teaching staff and coordinate with the existing dates for teacher in-service days.

After further discussion, MOTION: Diane Naoum moved, seconded by Julie Hazell-Felch, to eliminate the late arrival dates of Tuesday, October 14, 2008; the two-hour delay for students on April 6, 2009; and the late arrival date for students on Monday, May 11, 2009. After further discussion, Mrs. Hazell-Felch stated that she would like to find a way to avoid interference with students' education. The motion was then voted in the affirmative with Diane Naoum, Julie Hazell-Felch, and John Harmon voting in the affirmative and Christina Vogel voting in opposition.

VI.C. New/Revised Policies First Reading

KB – Title I Parent Involvement in Education – Mrs. Naoum read this proposed new policy in its entirety. It was noted that this policy is required only for districts receiving

DRAFT

RAYMOND SCHOOL BOARD
MINUTES OF MEETING
FEBRUARY 7, 2008
PAGE 3

Title I funds and that the date on it should be amended to “First Reading: February 7, 2008.” Mr. Shore pointed out that the board’s attorney indicated that this policy is needed only in the event that the district receives Title I funds.

JIA – Student Due Process Rights – Mrs. Naoum read the proposed revisions to this policy and stated that the date on it should be amended to “First Reading: February 7, 2008.”

JLDBA – Behavior Management and Intervention - Mrs. Naoum read this proposed new policy and stated that the date on it should be amended to “First Reading: February 7, 2008.”

JFABD – Admission of Homeless Students - Mrs. Naoum read this proposed new policy, which is in bold print, and pointed out that it totally replaces all of the language which is struck through, which should be deleted in its entirety, and stated that the date on it should be amended to “First Reading: February 7, 2008.” Mrs. Hazell-Felch suggested that Mr. Shore contact the board’s attorney regarding, on the first page under “Local Homeless Liasion,” whether the fourth line in the second paragraph should be amended to “the other school district or “another school district” should be added. It was noted that the last three lines on Page 4 through the end of the document should be deleted in their entirety.

IHBBA – Limited English Proficiency Instruction

Mrs. Naoum read this proposed new policy and stated that the date on it should be amended to “First Reading: February 7, 2008.”

With regard to #3 – “Certification that teachers in the program are fluent in English as well as other languages used in instruction (if the district receives sub-grants), and upon Mr. Harmon’s questioning, Mr. Shore responded as follows: The district’s English as a Second Language Teacher is not certified in different languages; he will ask her about that. She works in a resource room environment. It would be nearly impossible to know which students will be coming into the district. Mrs. Vogel pointed out that “if the district receives sub-grants,” a teacher who speaks the language probably would be covered by the sub-grant.

IL – Evaluation of Instructional Programs - Mrs. Naoum read this proposed new policy and stated that the date on it should be amended to “First Reading: February 7, 2008.”

DRAFT

RAYMOND SCHOOL BOARD
MINUTES OF MEETING
FEBRUARY 7, 2008
PAGE 4

VI.B. New Polices Second Reading

Mrs. Naoum pointed out to the other board members the changes which have been made to each of the following policies based on their input regarding them at their January 2nd meeting, as follows:

IMAH – Health Education – Daily Physical Activity - Mrs. Naoum read this proposed new policy in its entirety, pointing out the revisions which have been made to it, and stated that the date on it should be amended to “Second Reading: February 7, 2008.”

JG – Assignment of Students to Classes and Grade Levels - Mrs. Naoum read this proposed new policy in its entirety, pointing out the revisions which have been made to it, and stated that the date on it should be amended to “Second Reading: February 7, 2008.”

KA – School, Community, and Home Relations - Mrs. Naoum read this proposed new policy in its entirety, pointing out the revisions which have been made to it, and stated that the date on it should be amended to “Second Reading: February 7, 2008.”

After further discussion regarding these proposed new policies, MOTION: Julie Hazell-Felch moved, seconded by Christina Vogel, to accept the proposed revisions to each of the these three policies. Voted unanimously in the affirmative.

VI.D. Quarterly Financial Report

Mr. Brickett discussed with the board the district’s quarterly financial report for the second quarter of the 2007-08 school year, including the summary of revenues and expenditures by object code. During this discussion, he informed them of the following: He is concerned regarding the possibility of the district receiving less catastrophic aid (CAT) funds from the State Department of Education (DOE) than was budgeted for. Several school districts are questioning the CAT calculations because they either received quite a bit more or less than the DOE estimated they would last Fall. He hates to put a freeze on the budget at this time and will ask the administrators to be careful with their expenditures.

Upon Mrs. Hazell-Felch’s questioning, Mr. Brickett responded that the DOE hopes to have the CAT aid issue resolved by February 15th. Mr. Harmon stated that he feels that the district needs to do something to insure that it does not end up with problems in June.

Mr. Shore stated the following: There are ramifications for freezing items in the budget and he is extremely confident with Mr. Brickett’s judgment. If an issue arises that is not

DRAFT

RAYMOND SCHOOL BOARD
MINUTES OF MEETING
FEBRUARY 7, 2008
PAGE 5

covered by the CAT funding, there is potential for an issue. Upon Mr. Harmon's questioning, Mr. Brickett responded that he anticipates having further discussion regarding this matter on a preliminary basis. Mr. Shore stated that the Principals have been cautioned about their spending. Mr. Brickett stated that he could tell the Principals to check with him before spending anything over a certain amount.

Mr. Harmon suggested leaving this matter as it is and when the February numbers are known, action can be taken to deal with this matter. Mr. Brickett stated that he will talk to the administrators.

VI.E. Strategic Planning Committee

Mr. Shore stated the following: When the membership of the Strategic Planning Committee was originally established, there was not enough participation on it; he hoped to have 30 members on it.

MOTION: Diane Naoum moved, seconded by Christina Vogel, to include the following people on the membership of this committee:

Community Member Gretchen Gott
Curriculum Coordinator John Hall
Facilities Director Todd Ledoux

It was noted that these three people, in addition to the people accepted to serve on this committee at the board's January 2nd meeting, will meet on Friday, February 15th, from 5:00 to 8:00 PM and on Saturday, February 16th, from 8:00 AM to 4:00 PM with Dr. Paul Ezen, former Deputy Commissioner of the State Department of Education, who will facilitate the meeting.

The motion was then voted unanimously in the affirmative.

VI.F. Resignation

MOTION: Diane Naoum moved, seconded by Christina Vogel, to amend the agenda for this meeting to include action regarding a nomination. Voted unanimously in the affirmative.

The board noted from Mr. Shore's memo to them, dated February 5, 2008, regarding resignation/nomination, that he is recommending that they vote to accept the resignation of Kindergarten Teacher Susan Boynton and the nomination of Kindergarten Teacher Catherine Twiss. After this motion was discussed, it was voted unanimously in the affirmative.

DRAFT

RAYMOND SCHOOL BOARD
MINUTES OF MEETING
FEBRUARY 7, 2008
PAGE 6

VII. COMMITTEE REPORTS

Lamprey River Elementary School Facilities Committee – Mr. Harmon reported as follows: Kyle Barker, Architect with Jordan Barker Associates, offered to discuss with this committee the status of the elementary school project, including where it stands and what is taking shape. He is talking about meeting a little more regularly so that it can be presented in September. That discussion will be held at the next meeting of this committee.

VIII. CORRESPONDENCE: Mr. Shore and the board members noted that none of them had received any correspondence that needs to be discussed or acted on at this meeting.

IX. SUPERINTENDENT'S REPORT

Mr. Shore reported as follows:

Seacoast School of Technology (SST)

This school has been making many renovations. It has been able to use some of the existing field space and some space at the old Exeter High School, which is moving to a new facility. He asked Principal Nancy Pierce if she is willing to attend a Raymond School Board meeting to discuss the programs and curriculum at the SST. An open house will be held regarding particular courses of studies. Staff of sending districts met in the new office space, which has a great conference room. Mrs. Pierce believes that the renovations will be complete by the beginning of the next school year.

Upon Mrs. Naoum's questioning, Mr. Shore responded as follows: Potentially, more Raymond students can attend the SST, but there will not be any changes made to the courses offered. He thinks that all Raymond High School students who want to attend the SST will be able to do so.

Safety Committee – A PowerPoint presentation of the drill, during which middle school students will be evacuated to the high school, is targeted to be held on Thursday, April 16th. Middle School Principal Ellen Small did a great job with the PowerPoint presentation. All town department heads will be present during the evacuation. The amount of time involved with the drill will not be more than 2 1/2 hours, after which students and staff will return to the middle school and attendance checks will be conducted. This information will be distributed by the Chief of Police and the Safety Committee to make people aware of the drill being held. Kevin Woods, Chair of the Raymond Cable TV Committee, is working on back-up services, which he is good at. If any servers go down or the power goes out, the administration will have the information.

DRAFT

RAYMOND SCHOOL BOARD
MINUTES OF MEETING
FEBRUARY 7, 2008
PAGE 7

Student Management System – A committee has been meeting weekly over the past month and has visited other schools. The Winschool Program will be changed so that the administration will be able to have students' schedules, rank books, and attendance performed electronically; he hopes this will happen over the summer.

Southeastern Regional Education Service Center (SERESC) – A copy of SERESC's initial report regarding the district's special education program has been received. Beginning in December 2007, a team came to the district to evaluate its special education compliance. Special Education Director Mary Ellen Pantazis submitted the district's compliance plan; when it is returned, she will come to a board meeting to explain the state of the district with regard to special education. It looks like the final report will be overwhelmingly positive.

New England Common Achievement Program (NECAP)– The third through eighth grade NECAP test results have been received and reflect that students made progress in certain areas. A PowerPoint presentation will be made to the board.

Eleventh Grade Test Results – The 11th Grade test results in mathematics will be received this month. Lyonel Tracy, Commissioner of the State Department of Education, said that he was not pleased with them.

High School Access Situation - As a result of the deliberative session which was held on Saturday, February 2nd, Facilities Director Todd Ledoux contacted State Access Specialist Cheryl Killum. She came to the district and toured the high school with Mr. Ledoux, during which she pointed out the following: (1) The problem regarding the slope to the gymnasium doors. (2) The entry slope to the cafeteria needs to have a flat pad on it. Mr. Ledoux thinks he will make it go to the other door so that it will be along the building. The doors and the ramp were fine. (3) There are no handicapped-accessible spots in the gymnasium parking area. (4) Handicapped-accessible grab bars are needed in the bathrooms in the gymnasium and they need to have Braille written on them. (5) The signage on the elevator is not accessible; Mr. Ledoux will take care of that. (6) With the number of students at the high school, a report needs to be received from Code Enforcement Officer Richard Mailhot, Sr. regarding a health inspection and a report needs to also be received from Fire Chief/Emergency Director Kevin Pratt.

X. APPROVAL OF MINUTES: January 16, 2008 Meeting

The board noted the following amendments to be made to the public session minutes of the January 16, 2008 meeting: (1) On Page 3, the eighth line under agenda item "JG –

DRAFT

RAYMOND SCHOOL BOARD
MINUTES OF MEETING
FEBRUARY 7, 2008
PAGE 8

Assignment of Students to Classes and Grade Levels” - should be amended to “..whether or not the district would maintain a policy as to grade requirements.” (2) On Page 4, in the second motion under agenda item VII.C. - “Recommendation of Warrant Articles” - which was moved by Diane Naoum and seconded by Christina Vogel, the second motion should be amended to “8)...that was submitted to the Town Clerk, as opposed to the School District Clerk;” and (3) On Page 5, in the second line of the motion made in the third full paragraph, the second line should be amended to “...that Article 8 be allowed on the warrant.” MOTION: Diane Naoum moved, seconded by Julie Hazell-Felch, that the Raymond School Board public session minutes of the January 16, 2008 meeting be accepted as amended and that the approval of the non-public session minutes of that meeting be postponed to a non-public session. Voted unanimously in the affirmative.

XI. NON-PUBLIC SESSION: MOTION: Christina Vogel moved, seconded by Diane Naoum, that the board enter into non-public session under RSA 91-A:3,II.(b) - “The hiring of any person as a public employee.” Upon the board members being individually polled, the motion was voted unanimously in the affirmative by Christina Vogel, Diane Naoum, Julie Hazell-Felch, and John Harmon. The board entered into non-public session at 8:25 PM.

Respectfully submitted,

Barbara Freeman, Clerk
Raymond School Board

DRAFT

Raymond School Board
Minutes of Meeting – continued
February 7, 2008

MOTION: Diane Naoum moved, seconded by Christina Vogel, to exit non-public session. Upon the board members being individually polled, the motion was voted unanimously in the affirmative by Christina Vogel, Diane Naoum, Julie Hazell-Felch, and John Harmon.

MOTION: Julie Hazell-Felch moved, seconded by Christina Vogel, to adjourn the meeting. Voted unanimously in the affirmative.

Meeting adjourned.

Respectfully submitted,

Diane Naoum,
School Board Secretary